

ROUTING AND TRANSMITTAL SLIP		Date
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1. EO/DDA		<i>[Signature]</i> 13 JAN 1983
2.		
3. IRO/DDA		1/20
4. EO/DDA		<i>[Signature]</i> 24/1
5. Registry		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

## REMARKS

I called OIS and asked that Kitty's copy be routed to D/OIS because of the short deadline (COB 19 Jan). Also, the first paragraph mentions an enclosure of "prior guidelines"--ISOO forgot to include them, but OIS already has them from a previous exercise. Should we need them, they will send them over.

3-4

ba

CRD/OIS had the action on this,  
due to short deadline I coordinated  
via Telephone with them on changes.

DO NOT use this form as a RECORD of approvals, concurrences, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

STAT

General  
Services  
AdministrationInformation Security  
Oversight  
Office

Washington, DC 20405

DD/A Registry  
83-0123

January 10, 1983

DD/A Registry  
70-7

Mr. Harry E. Fitzwater  
Deputy Director for Administration  
Central Intelligence Agency  
Washington, DC 20505

Dear Mr. Fitzwater:

I enclose for your review and comment a copy of draft "General Guidelines for Systematic Declassification Review of Foreign Government Information." The Information Security Oversight Office (ISOO) issues these general guidelines in accordance with Section 3.3 of Executive Order 12356, 47 F.R. 14879, April 6, 1982. As issued, these general guidelines supplement specific systematic declassification review guidelines to be issued by each agency head who has or had original classification authority under E. O. 12356 or prior orders on national security information. The draft guidelines are very similar to those issued by ISOO under E. O. 12065, with slight modifications dictated by changes in E. O. 12356. I also enclose a copy of these prior guidelines.

In order that ISOO can publish these general guidelines in accordance with the timeframes called for in E. O. 12356, I request your comments by the close of business on January 21, 1983. Oral comments are quite acceptable, and may be phoned in to your ISOO liaison, ISOO Deputy Director Robert Wells, or me at 535-7251.

Sincerely,

STEVEN GARFINKEL  
Director

Enclosures

cc: Catherine Foss

83-0123